

DEPARTMENT OF THE ARMY
HEADQUARTERS, U.S. ARMY FIELD ARTILLERY AND FORT SILL
FORT SILL, OKLAHOMA 73503-5100

USAFACFS Supplement 1
to AR 220-90

5 December 2001

Field Organizations
U.S. ARMY BANDS

AR 220-90, 27 November 2000, is supplemented as follows:

PARAGRAPH 1-4. RESPONSIBILITIES. Add the following to subparagraph f (6).

Public Affairs Office (PAO) will coordinate requests from civilian communities and organizations, retired military organizations and Army Recruiting. PAO will coordinate with the Director of Plans, Training, and Mobilization (DPTM) to avoid conflicts in band scheduling.

PARAGRAPH 1-4. RESPONSIBILITIES. Add subparagraph (13) to subparagraph f:

(13) Mission tasking for the 77th Army Band is the responsibility of DPTM. DPTM reviews all ceremony memorandums of instruction (MOI) for correct procedures and sequence of events.

PARAGRAPH 1-4. RESPONSIBILITIES. Add to subparagraph j (1).

Commander, 77th Army Band, will make appropriate recommendations regarding the approval or disapproval actions of all commitments.

PARAGRAPH 1-4. RESPONSIBILITIES. Add subparagraphs o and p.

o. The 77th Army Band is attached to the Personnel and Support Battalion, (P&SB), Fort Sill. The Cdr, P&SB, is responsible for providing administrative support, military justice at field grade level, rations, single soldier housing, and training oversight as required. Due to extensive mission requirements outside normal duty hours, the band will be exempt from staff duties and taskings.

p. The Installation Transportation Office (ITO) will provide vehicle(s) sized appropriately for the mission. Fort Sill vehicles are limited to a one-way 100 road miles.

(1) A 44-passenger bus for all military and civilian ceremonies and parades.

(2) A 44-passenger bus and one 5-ton truck for all stage band, rock band, and concert band commitments within a 100 mile radius of Fort Sill.

(3) A 44-passenger bus and two 5-ton trucks for all major concert band commitments (i.e., annual Christmas Concert, 4th of July Concert, and summer concert series) within 100 miles of Fort Sill.

(4) Commitments outside a 100-mile radius of Fort Sill require the sponsor to provide commercial vehicles. ITO will coordinate procurement arrangements.

(5) A 15-passenger van for groups of appropriate size.

PARAGRAPH 2-1. PERFORMANCE STANDARDS. Add the following to subparagraph c.

(3) Equipment (musical instruments) and uniforms utilized by Army bands are high cost items. To avoid replacement of damaged equipment, uniforms and printed music, limit exposure of the band to inclement weather conditions. Specifically--

(a) For outdoor performances, the sponsor must have an inclement weather plan. If weather conditions preclude band participation, the sponsor will notify DPTM Operations Branch; DPTM in turn will notify the band.

(b) PAO will inform their contact in writing that an alternate indoor location must be provided for inclement weather or the contact will risk cancellation in adverse weather. Heavy rain will preclude participation of the band for street parades or other ceremonies. The band OIC or NCOIC on the site has the authority to withdraw the band in adverse weather.

(c) The senior commander or sponsor will consider the possible damage that could occur to band equipment, and will consider the recommendation of the Commander, 77th Army Band, in rendering inclement weather decision.

PARAGRAPH 2-2. COMMITMENT CRITERIA. Add the following to subparagraph c.

The Commander, 77th Army Band, is responsible to schedule compensatory time. Reserve dates to compensate for missed federal holidays, weekends, and training holidays. Cdr, P&SB with coordination through the Chief of Operations, DPTM, approves compensatory days. DPTM will schedule Compensatory Days as fourth priority (see para 2-8d).

PARAGRAPH 2-2. COMMITMENT CRITERIA. Add subparagraphs (1) and (2) to subparagraph e.

(1) The 77th Army Band Transportation NCOIC will notify the ITO of requests as far in advance as possible.

(2) The band frequently travels in civilian clothes to events outside the immediate Fort Sill/Lawton area. Two changing rooms are required. Latrines are not acceptable as changing rooms.

PARAGRAPH 2-2. COMMITMENT CRITERIA. Add to subparagraph g.

The band requires block leave IAW AR 600-8-10 (Leaves and Passes). The Commander, 77th Army Band, recommends band block leave periods to the Chief of Staff to approve NLT 180 days in advance. Requests for 77th Army Band support are not honored during block leave. Whenever possible, a Reserve Component band will be scheduled to perform Annual Training at Fort Sill during the band's summer block leave period.

PARAGRAPH 2-3. AUTHORIZED PARTICIPATION. Add to subparagraph a(5).

Band support for social events (military balls, official dinners, receptions, etc.) is limited to battalion level or above. Exceptions approved by the Chief of Staff.

PARAGRAPH 2-4. PROHIBITED PARTICIPATION. Add subparagraphs j, k and l.

j. The 77th Army Band will not support Change of Command ceremonies or award ceremonies for organizations below battalion level, and will not support Change of Responsibility ceremonies below brigade level.

k. Make all arrangements for unofficial musical support strictly between the off-duty band or band member(s) and the requestor. Neither the Commander, 77th Army Band, nor his/her official representatives can or will become involved with the scheduling, rates of remuneration, or arbitration over such services. Unofficial support of this nature will not take precedence over official taskings. Although support of this nature may be coordinated for execution in conjunction with an official function, such as described in paragraph 2-4, the provisions within DOD 550.7-R, (Joint Ethics Regulation), 2-100 (5CFR 2635.704 [Use of Government Property]) pertaining to the utilization of government equipment for personal gain still apply. The performing group will not be attired in a military uniform, will not utilize government equipment, and cannot be referred to as any entity of the 77th Army Band.

l. Do not task band sound reinforcement equipment for public address. Sound reinforcement is TOE equipment for band performance only.

PARAGRAPH 2-5. CEREMONIAL MUSIC PERFORMANCE STANDARDS. Add subparagraph j.

j. The 77th Army Band will not perform music requested that could distract from time honored military traditions, or could be in bad taste (i.e., bugle calls between each and every toast, or a flute player and drummer limping while marching in with the colors).

PARAGRAPH 2-8. TASKING. Add paragraph 2-8.

a. Mission tasking procedures.

(1) The Public Affairs Office (PAO) will coordinate requests from civilian communities and organizations, retired military organizations and Army Recruiting. Submit written requests to the Public Affairs Office, ATTN: Community Relations, Fort Sill, Oklahoma, 73503. PAO will determine authorization IAW DA and Fort Sill regulations and, when necessary, submit to the SJA for legal opinion. Coordinate requests with the command calendar. As needed, PAO will coordinate with the Commander, 77th Army Band for technical feasibility of support. Civilian sector should submit requests to PAO at least 60 days prior to the requested performance date(s). PAO will consider requests under 60 days on a case-by-case basis and only approved as an exception to policy by the Chief of Staff, USAFACFS.

(2) DPTM will coordinate requests from active military including Fort Sill and other military commands or agencies. Requests submitted less than 45 calendar days require an exception to policy/letter of lateness endorsed by an O5 or above and submitted to the Garrison Commander thru DPTM. DPTM will coordinate with the Commander, 77th Army Band for technical feasibility of support. Final approval authority is with the Chief of Operations, DPTM.

(3) Submit requests on FS Form 104 and indicate type(s) of musical group(s) requested. Use appendix C in determining musical group(s) requirements.

(4) Consult with the commander or representative of the 77th Army Band in the planning of events when the unit is to perform.

(5) Support for field rehearsals is limited to a band representative and a bass drummer for one field dress rehearsal. Include request for rehearsal support on the FS Form 104.

(6) In the event of conflicts in scheduling, the 77th Army Band can provide a recording of ceremonial music. The requester needs to bring a good quality blank tape or recordable CD to McNair Hall, Room 120, at least 30 calendar days prior to the event.

(7) USAFACFS Chief of Staff will make final approval and decisions pertaining to commitment conflicts. Once a mission has been approved and the sponsor has been informed, the receipt of a "higher priority" mission request will not automatically cause cancellation of the previously scheduled event. Factors such as public relations impact, degree of importance of the subsequent mission request, etc., will receive consideration.

(8) Do not schedule more than two commitments per day for the full marching band. A full band dress rehearsal including a Sound Off or Pass in Review is considered one commitment. Allow the band at least 2 hours between marching commitments. Allow 1 hour between ceremonies following a marching commitment, excluding travel and changing time.

(9) For performing groups placed in a traveling or temporary duty (TDY) status, apply the following:

(a) TDY costs normally are borne by the requesting agencies. You may arrange reimbursable funding as needed to support the mission.

(b) Commitments outside of a 100-mile radius of USAFACFS require commercial transportation. Commitments inside the 100-mile radius may utilize military transportation as available.

(c) The 77th Army Band will request (subject to joint travel regulations) hotel or "guest house" type quarters while away from the home station. The utilization of transient or "open-bay" type barracks is not acceptable due to adverse impact on mission and morale. The Commander, 77th Army Band, will determine the suitability or acceptability of all travel and accommodation arrangements for the unit on missions.

(10) A significant mission for the 77th Army Band, as for all continental United States (CONUS) based bands, is to support personnel accession programs for the total Army. The Commander, 77th Army Band, will be responsible for generating and coordinating these types of activities. Recruiting commands, agencies, or schools will submit recruiting-related mission requests to PAO.

b. Funeral tasking for 77th Army Band trumpet players.

(1) Funeral taskings for the 77th Army Band trumpet players originate from the Fort Sill Casualty Office, thru DPTM, to the bugle noncommissioned officer in charge (NCOIC) of the 77th Army Band. The Bugler NCOIC is responsible for tasking 77th Army Band trumpet players to perform funeral duties and will coordinate with DPTM for transportation.

(2) Memorial service tasking for active duty soldiers will originate from DPTM to the Bugler NCOIC of the 77th Army Band.

c. Funeral participation factors.

(1) Funerals may occur on days when the 77th Army Band is precommitted. Due to the limited number of trumpet players assigned to the 77th Army Band, the band commander will monitor support of military functions to ensure that the concert, marching, and stage band ensembles have a least four PMOS-qualified trumpet performers IAW paragraph 2-2h. When funeral participation is limited, the scheduling

priority is as follows: Army active duty, Army Medal of Honor awardees, Army retirees, and 100 percent disabled Army veterans buried in Lawton-Fort Sill. The Bugle NCOIC will coordinate in advance with the DPTM to ensure that the DPTM has the number of trumpet players available for funeral duty when the band is precommitted.

(2) Perform interservice funerals only on availability of 77th Army Band trumpet players and obtain approval on a case-by-case basis from the Chief of Staff, Fort Sill. The priority of interservice funerals is active duty, Medal of Honor awardees, and retirees only.

(3) During the 77th Army Band block leave period, one trumpet player will be on duty for bugle commitments. You may waive this requirement if a Reserve Component band can fulfill the funeral support mission.

(4) "Echo Taps" or "Silver Taps" the practice of performing "Taps" with multiple buglers, is not authorized IAW paragraph 2-5h.

d. Scheduling Priorities for the 77th Army Band

(1) First Priority. All installation-level ceremonies and activities as listed in USAFACFS Regulation 210-5 (i.e., monthly retirement ceremonies and retreat ceremonies) and buglers for funerals.

(2) Second Priority. Battalion and Brigade Change of Command Ceremonies and all events requiring the participation of general officers.

(3) Third Priority. Fort Sill graduation ceremonies, in the order of the date the request is received.

(4) Fourth Priority. All other Fort Sill events to include Training Command CSM; IIIrd Armored Corps Artillery CSM; Commandant, NCOA; and Marine Detachment CSM Change of Responsibility Ceremonies.

(5) Fifth Priority. Off-post events - active duty official functions.

(6) Sixth Priority. Off-post events - National Guard/Reserve official functions; Army Recruiting; Community Relations; Band compensatory days.

(7) Seventh Priority. Off-post events - retiree official functions and nonmilitary events.

(8) Ceremonies have priority over field rehearsals. Dry runs and field ceremony rehearsals have no priority over scheduled events.

APPENDICES. Add Appendix C.

Appendix C

Descriptions for Bands, Ensembles, Soloists

Ensemble	N o.	Transportation	Stage Area	Set Up	Occasions
Concert Band	40	Bus + 5-Ton Truck	20' x 40' & Electricity	2 hours	Major events, USAREC activities, community relations events
Marching Band	40	Bus + 5-Ton Truck		20 min.	Ceremonies, parades
Crusaders	20	Bus + 5-Ton Truck	15' x 30' & Electricity	2 hours	Big Band for official functions, USAREC, community relations
Direct Fire	7+	2½ Truck + Van	15' x 20' & Electricity	1½ hour	Pop/Rock band for official functions, USAREC, community relations
Ceremonial Band	20 +	Bus + Van	20' x 25' if seated	20 min.	Indoor ceremonies, outdoor ceremonies not requiring the marching band
Artillery Jazz Ambassad ors	5+	Large Van	10' x 15' & Electricity	30 min.	Light instrumental jazz for official dinners and receptions
Redleg Brass, Reeds Afire, Firepower Brass	4- 5	Large Van	10' x 15'	15 min.	Classical music for official functions, USAREC, community relations
Caisson Dixieland Band	7- 9	Large Van	10' x 15' & Electricity	30 min.	Dixieland Jazz for community relations, official functions, USAREC
Soloist	1	Van	6' x 6' & Electricity	30 min.	Solo bugler, piano, vocalist

(ATZR-H)

FOR THE COMMANDER:



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